

El Paso's Foreign Trade Zone No. 68 presents:

THE EL PASO—CIUDAD JUÁREZ INDUSTRY SUMMIT

Business Forum Series 2015



Thursday

April 30, 2015, 9:00am—1:00pm

Location: TecH2O Center

10571 Montana Ave. El Paso, TX 79935

(just East of Montana and Yarbrough)

Exhibitor Guidelines

When is Exhibitor Set Up and Move Out?

Set up will be on Thursday, April 30th, 2015 from 7:45am to 8:30am. Please have setup complete by 8:30 promptly. Move out must also occur between 1pm and 1:30 the same day. Please have move out complete by 1:30 promptly.

What is the Exhibition Area named?

The Exhibition Area is named the Tech 2 O lobby.

What is the size of my exhibition table? Tables measure 6 feet by 2 ¹/₂ feet.

What is included in my booth? All booths include company's identifying placeholder and 2 chairs.

Are there height width restrictions for our booth display? Maximum height for display behind your chairs, is 10 feet, width 8 feet.

Is there wireless connectivity (wi-fi) in the Exhibition Room? Yes.

What type of staffing should I have at my booth? We require a minimum of one person to staff each booth. Additional staffers are at your discretion. With the amount of people attending the event, if you are understaffed, the information you need to get out to those visiting your booth will not happen. We urge you to plan accordingly.

What do you recommend I bring?

Materials for your booth set-up

Battery Backup

Information pamphlets

Promotional materials and giveaways. (Giveaways are always fun and attract people to your booth!)

Further questions? Call Dennis T Melonas, FTZ No. 68, Coordinator, at 915-771-6016 or cell 915-494-4735

TO REGISTER, PLEASE CONTACT :

Dennis T Melonas

Foreign Trade Zone No. 68

915-771-6016/ ftz68@elpasotexas.gov

ORGANIZED BY:



**FOREIGN-TRADE
ZONE Nº 68**
El Paso International Airport



El Paso International Airport

